

**MICHIGAN DEPARTMENT OF CIVIL SERVICE
JOB SPECIFICATION**

BLIND REHABILITATION INSTRUCTOR

JOB DESCRIPTION

Employees in this job complete and oversee a variety of professional assignments to carry out the activities of a program to minimize the limitations in orientation, mobility and daily living care needs of the visually impaired. Typical assignments involve such work as instructing clients in the techniques of Braille reading and writing and in using special lenses, long canes, sighted guides and electronic travel devices.

There is one classification in this job.

Position Code Title – Blind Rehabilitation Instructor-E

Blind Rehabilitation Instructor P11

This is the experienced level. The employee performs a full range of professional blind rehabilitation instructor assignments in a full functioning capacity. Considerable independent judgement is used to make decisions in carrying out assignments that have significant impact on services or programs. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Instructs clients in daily living activities such as identification and handling of money, use of the telephone, use of timing devices, home orientation and maintenance, and craft and leisure time activities.

Instructs clients in the use of low vision devices such as magnifiers, telescopes, for near point and distant visual tasks.

Instructs clients in general homemaking skills and techniques related to cooking, appliances, sewing, cleaning.

Instructs clients in methods of gaining and maintaining orientation in indoor and outdoor environments.

Instructs clients in the techniques of travel using special lenses, long canes, sighted guides, and electronic travel devices.

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Supplies appropriate equipment for use in rehabilitation instruction.

Plans individual programs for clients and writes daily and monthly progress reports.

Plans and carries out in-service training for various people in the client's family and community on blindness.

Develops community referral sources for the purpose of rendering services to clients.

Works with other staff members in the planning of the overall rehabilitation program for clients.

Instructs clients in Braille reading and writing.

Prepares and fixes long and folding canes which are fitted by prescription.

Instructs clients in typing and use of specialized writing equipment.

Transports clients to appointments.

Overviews the work of interns from colleges and universities.

Maintains records, and prepares reports and correspondence related to the work.

May perform related essential functions appropriate to the class and other non-essential functions as required.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

Considerable knowledge of the principles and practices of blind rehabilitation.

Considerable knowledge of the principles of instruction.

Considerable knowledge of the materials, supplies, and equipment necessary for rehabilitation instruction of the blind.

Considerable knowledge of problems of teaching the blind.

Considerable knowledge of grade two Braille.

Considerable knowledge of blind mobility and orientation techniques and methods.

Considerable knowledge of recent developments and current literature in the field of rehabilitation for the blind.

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Some knowledge of the principles of social work and counseling.

Ability to travel in an assigned work area.

Ability to obtain the confidence and cooperation of blind clients.

Ability to prepare rehabilitation programs for the blind.

Ability to assist clients in adjusting to the loss of sight.

Ability to work with other staff members.

Ability to maintain records, prepare reports, and conduct correspondence related to the work.

Ability to communicate effectively with others.

Ability to maintain favorable public relations.

Working Conditions

Some travel may be required.

Physical Requirements

None.

Education

Possession of a bachelor's degree in blind/visually handicapped,

OR

Possession of a bachelor's degree and certificate for teaching blind adults from the American Association of Workers for the Blind.

Experience

None.

Special Requirements, Licenses, and Certifications

None

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

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JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

BLIRHBINS

Job Code Description

Blind Rehabilitation Instructor

Position Title

Blind Rehabilitation Instructor-E

Position Code

BLIRBINE

Pay Schedule

W22-069

ECP Group 2
Revised 5/12/2002
MB/VLWT/NXN/BH/NN/ML